

HIRING EXCEPTION FORM - UNIVERSITY SYSTEM OF MARYLAND

Contact Name & Phone Number:	Department/Division:
Position Title:	Date Vacant:
Type (<i>Faculty, Exempt or Non-Exempt, Contingent II</i>):	Full Time/Part Time/Temporary:
Position PIN:	Budgetary Program:

CURRENT POSITION STATUS:

PURPOSE/BRIEF DESCRIPTION OF POSITION (*include job function and responsibilities*):

CONSEQUENCES IF POSITION IS NOT FILLED:

Department Head: _____

Dean (*if applicable*): _____

Vice President (*employing division*): _____

Vice President for Administration and Finance: _____

President: _____